

## **Users Executive Committee meeting minutes for April 24, 2015**

The meeting, chaired by Bill Louis, began at 8:45. Bill Louis, Bill Lee, Sandra Biedron, Jesus Orduna, Fernanda Garcia, Thomas Strauss, Kurt Riesselmann, Linda Spentzouris, Rob Fine, and Mateus Carneiro attended the meeting. Greg Bock and Joe Lykken were also present, representing the Directorate. Tulika Bose and André de Gouvêa attended by phone. Stacey Vassallo, Griselda Lopez, and Valery Stanley were present to give a report on the status of the User's Office.

### **Overview**

The meeting began with the chair report by Bill Louis. He provided a recap of issues the UEC has been working on and gave the current status. One issue mentioned was the significant number of complaints about lack of available summer housing for visiting users. Since on-site housing must remain fully occupied all year round, housing must be assigned accordingly, making it more difficult for people who are only at Fermilab in the summer to get village housing. One suggestion was that the IMSA dorms may be empty in the summer, so Fermilab might approach IMSA about use of that off-site space for Fermilab summer students. Desk space for users is also an ongoing concern. Marcelle and Fabio are conducting a survey regarding desk space for summer students. On the topic of the User's Meeting, it was noted that the ILC as well as circular colliders should be covered in the planned 'Future Colliders' talk. Speakers should be chosen so that all future collider projects are represented. The User's Meeting presents an opportunity to find nominees to run for the UEC next year, since half the members turn over every year. The FSPA representatives serve a one year term, and no one goes up for re-election. The next UEC meeting is scheduled for May 29<sup>th</sup>.

### **Users Meeting Sub-Committee**

Bill Lee reported on the status of preparations for the User's Meeting, which are on schedule. The registration announcement has been made. There is still no information on the availability of travel support for graduate students, so that was not addressed in the announcement. It will be included in the mid-May reminder. Approximately 85% of the speakers and collaborations have been invited. The posters are up in Wilson Hall, and a caterer has been chosen. The caterer, "Beyond Events", is reasonably priced and is associated with Buona Beef. There will be a vegetarian option. Southern Foodservice Management will handle the beverages for breaks. The UEC members will be requested to serve as session chairs. Last year 428 people attended the meeting.

### **Government Relations Sub-Committee**

Sandra Biedron gave the Government Relations sub-committee report. The visit to DC was a job well done!!! The 46 people on the trip visited 360 offices, including offices at the Senate, House, National Science Foundation (NSF), Department of Energy (DOE) headquarters, DOE in Germantown, White House Office of Science and Technology Policy (OSTP), and the White House Office of Management and Budget (OMB). Members of the team met with Pat Dehmer, Jim Siegrist, and Glen Crawford. Important committees were covered, including the Senate subcommittees of Commerce Justice and Science Appropriations, and Energy and Water Development Appropriations; and the

House subcommittees of Energy and Water Development Appropriations, Science Space and Technology Authorization, Energy and Commerce Authorization; and the House Energy and Water Development ranking member.

The primary meetings went well, it seems that we have the support of many of the offices. There was a great team in DC with lots of enthusiasm and a clear message. It was a positive that some of our DC travelers were young scientists, and that some were international visiting scientists. The team worked with the Institute of Electrical and Electronics Engineers (IEEE), and shared our websites and methods with them. The IEEE is interested in following up to get some of those tools and techniques in place for their organization. There was helpful input on the 'Join the Caucus' letters from the offices of Congressmen Hultgren, Durbin, and Foster. During the DC visit, members of the Congressional offices were urged to join the Senate National Laboratory Caucus, the House Science and National Laboratories Caucus, or the Congressional Research and Development Caucus. This received a positive response. Another optimistic development was that although Congressman Roskam's schedule was booked during the DC visit, Bill Lee was invited to Congressman Roskam's local office a week later. Bill got a good reception on that visit, and was able to pass on important information.

#### **Report from User's Office**

Stacey Vasallo reports that the User's Office is now fully staffed. Griselda Lopez (formerly of the Computing Division) has Bachelor's degrees and a Master's degree in business management. She has had much relevant experience, including a trip to CERN. Valerie Stanley, with two Bachelor's degrees, is new to the lab but has nine years of experience with immigration and VISA administration at law firms. The team from the User's Office would like to get on the agenda in some way at the User's Meeting so that they can pass out a survey regarding what users would like to get from the User's Office.

#### **Report from the Directorate**

The User's Meeting and issues for the Directorate were reviewed with Greg Bock. It was noted by members of FSPA that lab IDs for international students expire at the same time as the VISA expires, which sometimes causes a problem with after hours arrival when the student returns to the USA later. This is because the health insurance information must be updated at the User's Office in order to get the ID validated and into the system. So, the returning students cannot get on site after hours due to the invalid ID. It was proposed to have the Fermilab ID expire later than the VISA, to avoid this issue. Greg said the Directorate is continuing to work on the desk space issue. Space is being reconfigured on the 12<sup>th</sup> floor, and this may also be done on the 13<sup>th</sup> floor. Space for muon experiments may go on the 9<sup>th</sup> floor cross-over, if some of the computing division personnel located there now are moved to Feynman.

#### **Fermilab Student and Postdoc Association report**

Rob Fine reported for the FSPA. The FSPA, as well as the UEC, were busy with planning and carrying out the trip to DC since the last UEC meeting. The FSPA feels it is important to let young scientists learn about this process. Bill commented that it is also

important to have younger scientists on the trip, since Congress and staffers often react very positively to younger professionals.

Other notable activities in the interim since the last meeting were outlined. There was a spring social night on April 17<sup>th</sup> at the User's Center with 20 participants. The FSPA is trying to get more people to come out to these events, and considering how to broaden the advertising. The FNALGRAD email list may not reach everyone. They would like to have a way to contact the spokespeople of all experiments. A request would be made that they provide information to their graduate students and postdoctoral researchers about the FNALGRAD email list and the upcoming 'New Perspectives' portion of the User's Meeting. (See <http://www.fnal.gov/orgs/gsa/> for information.) The posters for 'New Perspectives' are out, scheduling of talks is in progress, as well as planning of the Career Panel. The panel will be on June 9<sup>th</sup>, just before 'Festa Italiana', and will focus on career opportunities for physics graduates outside academia and national labs. The speakers are from the industrial sector; representing Allstate, Ameritrade, CNA Insurance, Data Science for Social Good Fellow, and a think tank in Washington DC that is contracted by the government to answer technical questions.

There has been some progress on the water quality in the village. An order has been placed for one or two industrial machines to provide filtered water. These will be located in the laundry/vending building in village. It will be coin operated, filling containers brought in by the customer, and offering water at a cheaper rate than most competition. For reference, water costs around 40 to 50 cents a gallon elsewhere.

The "Fermilab Guide to Life" a guide to help newcomers adjust to life at Fermilab ([http://www.fnal.gov/orgs/gsa/pages/guide\\_to\\_life/guide.pdf](http://www.fnal.gov/orgs/gsa/pages/guide_to_life/guide.pdf)) was prepared by the FSPA and the International Services Office and last updated in 2010. It is out of date and in need of revision, which requires considerable effort, but may now be possible. The National Accelerator Laboratory Women's Organization (NALWO) is willing to revise the text of the document, and hopes that hard copies can be made available through the housing office in addition to the on-line version. They approached the FSPA (owner and caretaker of the document) about this possibility. This opportunity to affect the revision via contribution from NALWO was gratefully accepted. There is an agreement that NALWO will revise the document, doing a page-by-page edit, and add new information. The FSPA will provide technical support, transfer the document into a single format, and put it into a format that better supports further editing. Information about the availability of the finished document will be publicized. Some details are still under discussion, such as determining the format and nature of the content to be published.

The meeting was adjourned.